

City of Seattle
Civil Service Commission
December 15, 2010

APPROVED JANUARY 19, 2011

Call to Order: Commission Chair Steven Jewell called the regular meeting to order at 9:30 a.m. The meeting was in Suite 1650 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98124.

In Attendance:

Commission Chair Steven Jewell

Commissioner Ellis H. Casson

Commissioner Gregg Hirakawa

Glenda Graham-Walton, Executive Director

Teresa Jacobs, Administrative Staff Assistant

Gary Smith, Assistant City Attorney

PUBLIC COMMENT

- No one signed up to speak

ACTION ITEMS

1. Approval of Minutes:

Approval of October 20, 2010 Meeting Minutes: Commissioner Hirakawa moved to approve the minutes. Commissioner Casson seconded the motion. The motion passed.

2. Review Monthly Case Status Report & Appeal-New, Review & Update:

The Commission reviewed the monthly case status report.

- **New Appeal:** The Executive Director provided the Commission updates on current Civil Service Commission appeals:
- **Rowan v. City Light-CSC No. 10-04-017:** The Respondent City Light submitted a response stating a decision regarding reinstatement has not been made. The commission dismissed the appeal as premature.
- **Duncan v. SPU-CSC No. 10-04-018:** The appeal will be delegated to the Office of the Hearing Examiner for a hearing on its merit.
- **Tiura v. HSD-CSC No. 10-01-019:** The appeal will be delegated to the Office of the Hearing Examiner.
- **Ogunyemi v. City Light-CSC No. 10-01-020:** The appeal will be delegated to the Office of the Hearing Examiner.

DISCUSSION ITEMS

3. **Election of 2011 Commission Chair:** Commissioner Casson moved to elect Commissioner Jewell to serve as 2011 Commission Chair. Commissioner Hirakawa seconded the motion. The motion passed.
4. **Executive Session:** The Commission went into Executive Session at 9:45 to discuss personnel issues. The Executive Session ended at 10:15.
 - The Commission awarded the Executive Director 5 days of merit leave for 2010 performance. The Commission noted that the reduction of one day (from previous awards), is in recognition of the City's current finances and not work performance.
5. **Status of Service Credit Legislation:** The Executive Director gave an update on the Service Credit Legislation and the Commission reviewed Draft Legislation. Commissioner Casson moved to pursue submitting the legislation. Commissioner Hirakawa seconded the motion. The motion passed.
6. **Monthly Summit (Budget) Report:** The Executive Director reported the budget is on track for year-end expenses.
7. **Old/New Business:** None

Other: Letter and Response re: City of Seattle ADR Program: The Commission reviewed the correspondence between City Council and the Executive Director regarding reconsideration of the proposed cut of ADR staff in City Personnel.

Adjourn: The meeting adjourned at 10:45 a.m.

Respectfully Submitted:

/s/ Teresa R. Jacobs 1/19/2011

Teresa R. Jacobs
Administrative Staff Assistant

Approved by:

/s/ Steven A. Jewell 1/19/2011

Steven A. Jewell
Commission Chair

Date